

Application for Medical Marihuana Facilities Licenses in the City of Muskegon



Application for License Type(s):

- | | |
|---|---|
| <input type="checkbox"/> Grower Class A | <input type="checkbox"/> Provisioning Center |
| <input type="checkbox"/> Grower Class B | <input type="checkbox"/> Secured Transporter |
| <input type="checkbox"/> Grower Class C | <input type="checkbox"/> Safety Compliance Facility |
| <input type="checkbox"/> Processor | |

Address of proposed licensed facility: _____

Application fee: \$5,000 per license (licenses may be stacked).

Payment method used: _____

| Applicant Information |
|---|
| Applicant Name: |
| Home Address: |
| Phone Number: |
| Have you received preliminary approval from the State of Michigan for an MMFLA License? |
| Planned Opening Date: |

| Property Owner Information |
|--|
| Owner Name: |
| Home Address: |
| Phone Number: |
| Does the applicant have legal possession of the premises from the date this license will be issued by virtue of ownership, lease or other arrangement? |
| _____ Ownership _____ Lease _____ Other (explain) |

Step 1: Background Check

The applicant must pass the background check to move on to Step 2.

Has the applicant been indicted for, charged with, arrested for, convicted of, pled guilty or no contest to, or forfeited bail under the laws of any jurisdiction (state, federal, or foreign) concerning any felony criminal offense or a misdemeanor involving a controlled substance?

☐ No ☐ Yes

Has the applicant been found responsible for violating a local ordinance in any state involving a controlled substance that substantially corresponds to a felony in that state, whether the offense has been reversed on appeal, reduced, expunged, set aside, pardoned or otherwise?

☐ No ☐ Yes

Please provide the following information for all arrests, charges, indictments, and convictions related to felonies regarding controlled substances.

| Offense Arrest/Charge/Indictment/Conviction | Date | Court Name/Location | Case Number | Disposition |
|--|------|------------------------|----------------|-------------|
| | | | | |
| | | | | |
| | | | | |

Does the applicant have any outstanding taxes, fees, assessments (including any separate business entities the applicant has ownership in) due to the City of Muskegon? All outstanding fees due to the City of Muskegon must be paid before advancing to Step 2.

☐ No ☐ Yes

Step 2: Proof of Business Responsibility

The applicant must provide the following before advancing to Step 3:

- Copy of deed or lease agreement.
- Proof that the applicant has reasonably demonstrated it possess sufficient financial resources to fund the project.
- Acknowledgement and consent to investigations, statute and rule compliance (notarized).
- Copy of insurance policy, bond, or securities for facilities if building has already been purchased or leased. This may be submitted after approval if building has not been purchased or leased yet.

Step 3: Plans

The following plans must be approved before a license is granted:

☐ Security Plan – The applicant must explain how they will maintain a safe environment for neighbors and customers. Security cameras or guards are required and their locations must be shown on the plan.

☐ Outreach Plan – Provisioning Centers must explain how they will meet with neighborhood organizations, business association, crime watch and other neighborhood organizations to provide contact information for questions and concerns.

☐ Site Plan – See Appendix 1 for site plan requirements.

☐ Building Façade Improvement Plan – See Appendix 2 for building façade requirements.

☐ ADA Plan – Building plans showing that the building will be brought into full compliance of Americans with Disabilities Act standards.

☐ Waste Disposal Plan – Explanation of how waste, chemicals and unused plant material will be disposed.

☐ Odor Elimination Plan – Documentation of carbon filtration system to be used along with other odor eliminating procedures.

☐ Blight Elimination Plan – The plan must address how the business will eliminate existing blight on premises. The plan must address the following:

- Buildings and light poles shall be painted with no chipping or fading.
- Windows must be in good condition with no cracks.
- Parking lot must be in good condition with no potholes. All asphalt cracks must be sealed.
- All fences must be in good condition without any visible wear.
- All dumpsters must be screened with privacy fencing.

☐ Customer Plan – The plan must address the following:

- How will the customer enter the building and view the product?
- Will locks/buzzers be used to enter display rooms?
- How many customers may enter at one time?
- Will there be security checking people at the door?
- What packaging will be used to keep product from being identified outside?

☐ Employment Plan – Plan must explain the following:

- Hiring procedures
- Equal Employment Opportunity Plan (see the City's EEO & Employee Relations Director if you need assistance)
- Anticipated employment levels
- Hours of operation and number of shifts – employees per shift

☐ Charitable Causes – The applicant is encouraged to provide a statement on the businesses intended charitable contributions.

☐ Secure Transporters only: Provide proof of auto insurance, vehicle registration, and registration as a commercial motor vehicle as applicable for any transporting vehicles used to transport marihuana product.

Appendix 1

A site plan showing the following requirements, in addition to the standard requirements listed in Section 514 of the zoning ordinance, must be submitted:

Landscaping – Decorative landscaping shall be provided with irrigation, even on sites that do not currently meet the minimum landscaping requirements. Grass is required in all terraces. All new construction projects shall require underground sprinkling. All sites must contain the following (see figure 1 for example):

- An average minimum greenbelt of 10 feet shall be maintained along all street frontages. Greenbelt buffers shall be landscaped in grass, ground cover, perennials, and/or other natural, living, landscape material.
- All required front setbacks shall be landscaped with a minimum of one (1) canopy or shade tree, two (2) understory or evergreen trees and (2) shrubs, for each thirty (30) lineal feet (or major portion thereof) of frontage abutting the right-of-way. Deciduous canopy trees shall be a minimum of twelve (12) feet in height and a minimum caliper of 2 inches at four and one-half (4 ½) feet above the ground. Evergreen and understory trees shall be a minimum of six (6) feet high at planting.
- Parking lots exceeding 5,000 square feet (including all parking spaces, lanes, drives and other areas devoted to vehicular use) shall be landscaped with at least one (1) landscape island. For each additional 5,000 square feet (or each additional 20 spaces, whichever is greater) an additional landscape island shall be required. Landscape islands shall be at least 180 square feet in size, with a minimum width of three (3) feet. Landscape islands shall be landscaped with one (1) shade canopy tree and three (3) shrubs for every eight (8) parking spaces. Canopy trees shall be a minimum of twelve (12) feet in height with a minimum caliper of 2 inches at four and one-half (4 ½) feet above the ground.

Traffic control – Applicant must demonstrate how traffic will enter/exit property. Actions may be required to limit traffic near residential/commercial uses, this may include eliminating curb cuts and installing new curbs or other measures. See figure 2 for an example.

figure 1.

Existing Site Conditions



Required Landscaping Improvements

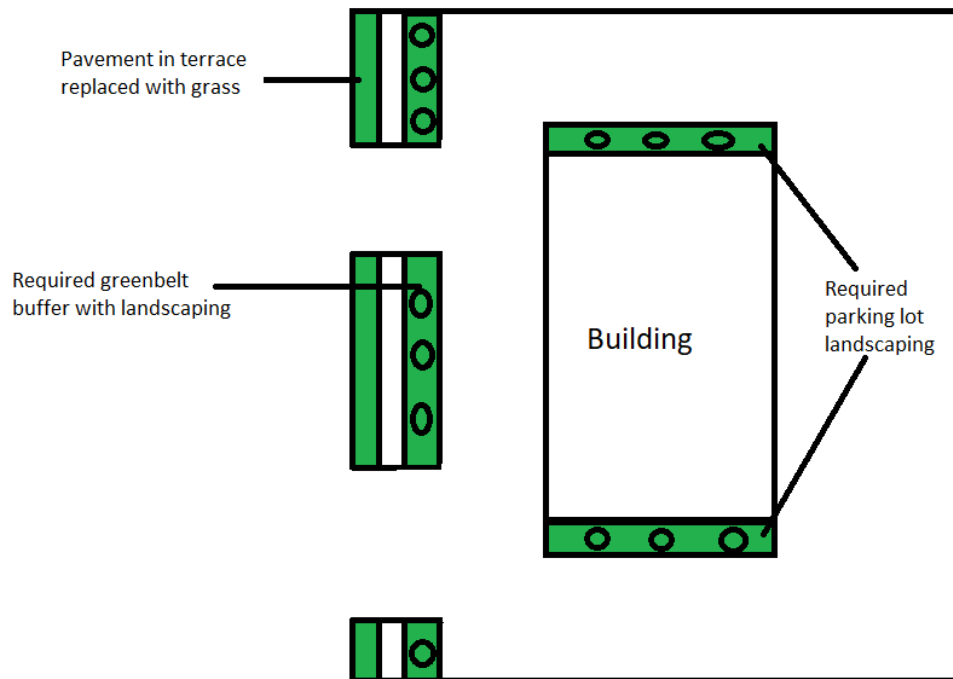
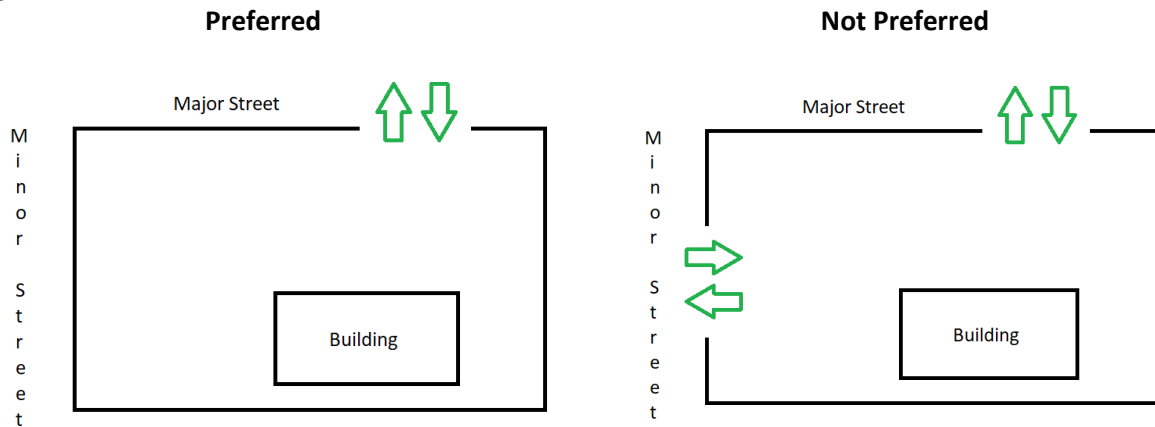


figure 2.



Appendix 2

An elevation drawing depicting the following building facade requirements shall be submitted:

- Bay Doors. See figure 3 for example.
- Security bars/gates are prohibited. However, security shutters may be used but are not required. See figure 4 for example.
- Canopy over main entrance. See figure 5 for example.
- Ornamental lighting fixtures near all ingress/egress doors. See figure 6 for example.
- Signage. Businesses shall be limited to one sign, no larger than 25 square feet and shall not use the word marihuana/marijuana, cannabis or any other word or phrase which would depict marihuana/marijuana; nor may pictures of a leaf or leaves, green cross or any other rendering which would depict marihuana/marijuana be displayed on a sign or any part of the building. Windows shall remain free and clear of all advertising.

figure 3.



figure 4.



figure 5.



figure 6.

